

DEGREE VERIFICATION

Individuals selected for conditional offer of employment on positions that require degrees and/or professional certifications, must provide an official copy of their university/college transcript(s) and certification(s) before a final offer will be made. The college or university must be accredited by one of the Regional Accrediting Bodies listed below.

Applicants can forward or have the school registrar's office send transcripts directly to Human Resources. This includes both internal and external applicants.

Regional Accrediting Bodies

Delaware, District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, Virgin Islands

Commission on Higher Education

Middle States Association of Colleges and Schools

3624 market Street

Philadelphia, PA 19104-2680

215.662.5606, fax 215.662.5950

Jean Avnet-Morse, Executive Director

Connecticut, Maine, Massachusetts, new Hampshire, Rhode Island, Vermont

New England Association of Schools and Colleges

209 Burlington Road

Bedford, MA 01730-1433

781.271.0022, fax 781.271.0950

Jacob Ludes III, Executive Director

Commission on Institutions of Higher Education

Charles M. cook, Director of the Commission

Commission on Technical and Career Institutions

Paul J. Bent, Director

Arizona, Arkansas, Colorado, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, West Virginia, Wisconsin, Wyoming

North Central Association of Colleges and Schools

30 North LaSalle Street, Suite 2400

Chicago, IL 60602-2504

800.621.7440, fax 312.263.7462

Steven D. Crow, Executive Director

Alaska, Idaho, Montana, Nevada, Oregon, Utah, Washington

Northwest Association of Schools and of Colleges and Universities

8060 165th Ave., NE, Suite 100

Redmond, WA 98025

425.558.4224, fax 425.376.0596

Sandra E. Elman, Executive Director

Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia

Southern Association of colleges and Schools

1866 Southern Lane
Decatur, GA 30033-4097
800.248.7701, fax 404.679.4558
James T. Rogers, Executive Director

California, Hawaii, American Samoa, Commonwealth of the Northern Marianas, Federated States of Micronesia, Republic of the Marshall Islands, Republic of Palau

Accrediting Commission for Senior Colleges and Universities

Western Association of Schools and Colleges

958 Atlantic Avenue, Suite 100
Alameda, CA 94501
510.748.9001, fax 510.748.9797
Ralph A. Wolff, Executive Director

Accrediting Commission for Community and Junior Colleges

Western Association of Schools and Colleges

10 Commonwealth Boulevard, Suite 204
Novato, CA 94949
415.506.0234, fax 415.506.0238
Barbara A. Beno, Executive Director

Applicants who have obtained their education outside of the US and its territories must have their academic degree(s) validated as equivalent to the Baccalaureate or Master's degree conferred by a regionally accredited college or university in the United States.

There are several agencies that perform this specialized service. Contact the organization(s) directly for current information, procedure and costs.

World Education Services, Inc.

P. O. Box 745
Old Chelsea Station
New York, NY 10113
1-800-977-8263
www.wes.org

International Consultants of Delaware, Inc.

109 Barksdale Professional Center
Newark, DE 1971-3258
(302) 737-8715
www.cgfn.org/cgfn/icd

Educational Credentials Evaluators, Inc.
P. O. Box 514070
Milwaukee, WI 53202-3470
(414) 289-3400
www.ece.org

Josef Silny & Associates
P. O. Box 248233
Carol Gables, FL 33214
(305) 273-1616
www.jsilny.com